

Highway Facility Evaluation Committee
Minutes
September 22, 2014 1:30 pm

Members present: David Hintz—Chair, Robb Jensen—Vice Chair, Scott Holewinski, Bob Mott, Sonny Paszak and Jack Sorensen.

Staff present: Freeman Bennett, LuAnn Brunette, Lisa Charbarneau, Brian Desmond and Mike Romportl.

Others present: Dan Gleason, Debra Berns and Jonathan Anderson.

Call to order: Chairman Hintz called the meeting to order at 1:30 p.m. in the Committee Room of the Wisconsin Public Service Corporation noting the meeting had been properly noticed and posted, is in accordance with the Wisconsin Open Meeting Law and is ADA accessible.

Approve agenda: Motion to approve the agenda by Sorensen, second by Paszak. All ayes; motion carried.

Approve the minutes of the September 12, 2014 meeting: Motion to approve the minutes of the September 12, 2014 meeting by Jensen, second by Hintz. All ayes; motion carried.

Presentation—Construction Cost: Debra Burns delivered a presentation of the facility and its “Gold Level” certification as a LEED (Leadership in Energy and Environmental Design) by the U.S. Green Building Council including construction costs, planning, the bidding process, use of recycled materials, energy saving lighting systems, water saving systems, warehouse and garage, the HVAC system, indoor air quality, the eMiner monitoring system, exterior features and drain fields. Berns stated the cost of the building in 2009 was about 9.4 million with about 5 percent more being budgeted for the green construction, however, there are energy savings of about 50 percent. Berns discussed other areas such as solar and thermal pumps that cost-benefit analysis revealed did not have sufficient payback.

Tour of Facility: Berns led a tour of the facility including the office area, restrooms, LAN room, locker room, garage, vehicle service area, warehouse, building maintenance/mechanical room and the storm room returning to the conference room at 2:33 pm.

Evaluation Areas (timing and responsibility): Hintz stated he felt the tour was very beneficial and informative, but wanted to move onto the evaluation areas.

Contract Terms: Hintz commented that it was decided at the last meeting that the contract terms would be addressed in a closed session at a later date.

Appraisal: Romportl stated there was an appraisal proposal in the amount of \$3,500 from Scott Williams Appraisal out of Wausau. Romportl added that both he and Desmond are still working out the details such as the required insurance certificates and putting the proposal into a formal contract. Romportl added the appraisal could be completed before December 1st. Motion to continue the process to acquire an appraisal at a cost of \$3,500 by Mott, second by Sorensen. All ayes; motion carried.

Cost to upgrade current facility: Holewinski discussed the cost involved to remodel the existing facility to meet all the concerns that were presented at the County Board meeting and how those prices were obtained. Total estimated cost within \$2 million of \$1,616,000 adding the fuel system upgrades would come out the fuel sold to the county and the city. Bennett stated that they currently charge \$0.04 per gallon but should be charging \$0.10 or \$0.11 per gallon. Holewinski added the cost to be in compliance was roughly \$60,000, but the future addition of another 10,000 gallon fuel tank over the next year or two would cost about \$160,000. Bennett stated a generator system is necessary since the Highway Department supplies the fuel to the county. Berns commented the site work was about \$700,000 and the fire alarm system was about \$37,000 and piping about \$47,000. Holewinski added that approximately money set aside for repairs is already in the budget and would not need to go to a tax levy for the full \$2 million, but rather \$500,000 to \$600,000. Romportl questioned if the life expectancy of the existing building was addressed. Mott stated the costs were arrived at using hard numbers and by using square footage estimates looking at everything that would make it a better building and accommodate the kinds of machines and equipment that would be purchased in the future. Hintz added that he anticipated hoping to provide to the County Board and the public would include a differential in cost to operate a new facility compared to the existing.

Cost of a new facility: Jensen stated he would be meeting with Mott, Bennett and Brunette to go over the functions the Highway Department needs to perform, and then review the number of vehicles that will require heated storage, cold storage and the maintenance functions to determine the amount of square footage that would be required. Hintz discussed an architectural firm that specialized in building design for County Highway Garages that had offered to meet with the subcommittee, and suggested that a cost study to come up with a hard estimate would be in the \$20,000 to \$24,000 range.

Financing options and costs: Hintz commented that the financing options and cost would be addressed at a later date.

TIF District/Role of City/Impact on area: Hintz discussed the meeting he, Paszak, Romportl and Sorenson had with both the Mayor and the City Administrator. Hintz provided an overview of how a TIF district works noting in theory it should help raise the property values within the area. Money provided from the TIF district would be used for site development and upgrades to infrastructure. Hintz commented that the area is currently considered depressed and might help draw more people to the area increasing business and property values.

Facility Consolidation: Jensen stated when they meet it would be helpful to consider if there was a consolidation with the Forestry Department how many trucks would be needed for the indoor storage, outdoor storage and the size of the maintenance facility so there could be a comparison of the new facility with a consolidation and one without. Holewinski commented that if additional departments such as Emergency Management could be consolidated it would reduce the number of plow sites and maintenance areas. Brunette added those properties and building could then be sold. Jensen added part of the final document would include the advantages and disadvantages of a new highway facility and the advantages and disadvantages of consolidation of departments.

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Future meeting dates: October 1, 2014 9:30 a.m.

Future agenda topics: Progress on areas of evaluation, consideration for closed session on contract terms, develop a timeline.

Public Comments: None

Adjournment: Motion by to adjourn by Mott at 3:31 p.m. second by Jensen. All ayes; motion carried.

David Hintz, Committee Chair

Dan Gleason, Recording Secretary